

# Town of West Point Plan Commission Minutes December 3, 2020

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on Thursday, December 3, 2020 via Zoom and at the West Point Town Hall, N2114 Rausch Road, Lodi, Wisconsin. The meeting agenda was posted in three places as required by law and on the Town's website. Chairman Kevin Kessler called the meeting to order at 7:00pm. Members attending at the Town Hall were Kevin Kessler, Gordon Carncross (Town Board Representative), Renee Nair (via Zoom), Ron Grasshoff (via zoom), Nathan Sawyer (via Zoom), Byron Olson (via Zoom), and Darrell Lehman (via Zoom). Absent was Taffy Buchanan, Town Clerk. The meeting is going to be recorded on zoom for minute purposes and Renee Nair will write down motion incase the zoom recording does not work.

Agenda #2 – Approval of Agenda – A motion was made by Byron Olson to approve the agenda, 2<sup>nd</sup> by Ron Grasshoff – motion carried unanimously.

Agenda #3 Approve Minutes – October 1, 2020 & November 5, 2020 - Copies of the October 1, 2020 and November 5, 2020 Plan Commission minutes had been emailed to each member for their review. A motion was made by Gordon Carncross to approve the October 1, 2020 minutes with a minor grammatical correction, 2<sup>nd</sup> by Renee Nair – motion carried unanimously. A motion was made by Ron Grasshoff to approve the November 5, 2020 minutes with correction about Gibraltar Rock State Natural Area and the Wisconsin State Journal, 2<sup>nd</sup> by Byron Olson – motion carried unanimously.

Agenda #4 Correspondence – Ron Grasshoff stated he heard a report about Jeff Clark, former Town Attorney, it is positive and treatment has been successful at this point. Ron Grasshoff stated the Town Chair sent a letter to the Paul Zajackowski, WDNR Region Program Manager about the erosion at Gibraltar Rock State Natural Area; and Paul contacted Ron and said he will be taking a look at it with his staff and get back to us.

Agenda #5 Citizen Input – None

Agenda #6 Public Hearing for a Larry Smith, 108 Davis Street, Lodi, WI 53555 for rezoning parcel #11040-550.01, located off of Old Sauk Road. The property owners are proposing to rezone parcel #11040-550.01 from RC-1 Recreation to R-1 Single Family Residential, in order to sell the property to the neighboring landowner and combine the properties into one lot. –The notice was published in the Enterprise and the Star News; was posted in three places and on the Town’s website; and 27 letters were sent to landowners within 1000 feet. The public hearing was opened at 7:15pm. Darrell Lehman received confirmation from Columbia County Planning and Zoning and the WDNR that Larry Smith does own Parcel #11040-550.01. Kevin Kessler stated Larry Smith would like to sell the property to a neighbor and wants the land rezoned to R-1 Single Family so it can be combined with the neighbor’s property. No one else presented comments or registered at the public hearing and no other written comments were received. The public hearing was closed at 7:18pm.

Agenda #7 Public Hearing for a Conditional Use Permit request has been received from Mitchel & Kelsey Gilbertson, property owner of N2230 Highway 188, Lodi, WI. 53555 – Tax Parcel #11040-43.04. The Conditional Use Permit is required by Columbia County Zoning Ordinance Section 16-110-020. The house is a single-family dwelling and the property is zoned SF-1 Single Family Residential. The property owner has requested approval to use the residence for short term rental or Tourist Rooming House which is allowed under the County Zoning Ordinance with a conditional use permit. - The notice was published in the Enterprise and the Star News; was posted in three places and on the Town’s website; and 48 letters were sent to landowners within 1000 feet. The public hearing was opened at 7:18pm. No one presented comments or registered at the public hearing and no other written comments were received. The public hearing was closed at 7:20pm

Agenda #8 Rezone for Larry Smith, 108 Davis Street, Lodi, WI 53555 for rezoning parcel #11040-550.01, located off of Old Sauk Road – A motion was made by Byron Olson to recommend to the Town Board to recommend to Columbia County the approval of the rezoning from RC-1 Recreation to R-1 Single-Family Residential, 2<sup>nd</sup> by Ron Grasshoff – motion carried unanimously.

Agenda #9 Conditional Use Permit for TRH for Mitchel & Kelsey Gilbertson, N2230 Highway 188, Lodi, WI 53555 Tax Parcel #11040-413.04 – A motion was made

by Gordon Carncross to recommend to the Town Board to recommend to Columbia County to approve the CUP subject to the conditions recommended by County staff, 2<sup>nd</sup> by Darrell Lehman. A motion was made by Kevin Kessler to amend the original motion to include 3 additional conditions: 1. The security deposit in the rental agreement be increased to \$500.00, 2. The landlord maintain Commercial Liability Insurance on the property, 3. The rental agreement be incorporated into and be enforceable as part of the CUP, 2<sup>nd</sup> by Byron Olson – motion carried unanimously. The Plan Commission voted on the original motion as amended – motion carried unanimously.

Agenda #10 Land Division & CSM Review for Bender Vollbrecht Developers & Pamela Halverson – Tax Parcel #11040-413.001 & #11040-413.002 - A motion was made by Kevin Kessler to recommend to approve the CSM and building envelope exhibits subject to the review and approval of the deed covenants by the Town Attorney and requesting that the attorney specifically examines the conflicts between the original and revised deed covenants, 2<sup>nd</sup> by Ron Grasshoff – motion carried unanimously.

Agenda #11 Town Agreement & CUP for Lanzendorf Gravel Pit – A motion was made by Darrell Lehman to postpone action until the February 4, 2021 Plan Commission meeting, to form a subcommittee to work on the Town Agreement and to request an extension from the Columbia County for the CUP until after March 11, 2021, 2<sup>nd</sup> by Byron Olson – motion carried unanimously. The sub-committee will consist of Kevin Kessler, Darrell Lehman, Ron Grasshoff, and Byron Olson.

Agenda #12 Town Ordinance Requirements: Driveway Access Permit (s. 12.00 – 12.06) and Driveway Siting Permit (s. 12.10 – 12.26) – The Town ordinance states there should be two separate permits issued, an access permit and a siting permit, but that has not been what has been happening. Darrell Lehman will work on revising the Chapter 12 Driveway Ordinance to clean things up to make it clearer and present his proposed revision at the next Plan Commission meeting.

Agenda #13 Town Board Report – Gordon Carncross reported on the November 12, 2020 Town Board Meeting.

Agenda #14 Next Meeting Date – The next meeting will be scheduled when needed, but not before January 7, 2021.

Agenda #15 Adjourn - A motion was made by Ron Grasshoff to adjourn the December 3, 2020 Plan Commission meeting, 2<sup>nd</sup> by Byron Olson – motion carried unanimously. The meeting was adjourned at 9:35pm.

Respectfully Submitted by  
*Taffy Buchanan*, Town Clerk